

**MINUTES OF MEETING  
MEADOW POINTE II  
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Meadow Pointe II Community Development District was held Wednesday, April 1, 2015 at 6:31 p.m. at the Meadow Pointe II Clubhouse; 30051 County Line Road; Wesley Chapel, Florida.

Present and constituting a quorum were:

Michael Cline	Chairman
Dana Sanchez	Vice Chairman
Renee Glassman	Assistant Treasurer
Glen Aleo (via phone)	Assistant Secretary
James Bovis	Assistant Secretary

Also present were:

Sheila Diaz	Operations Manager
Cindy McCrary	ARC/DRC
Brad Foran	District Engineer
Residents	

*The following is a summary of the discussions and actions taken.*

**FIRST ORDER OF BUSINESS**

**Call to Order**

Mr. Cline called the meeting to order.

**SECOND ORDER OF BUSINESS**

**Roll Call**

The roll was called and a quorum was established.

**THIRD ORDER OF BUSINESS**

**Pledge of Allegiance/Moment of Silence  
for our Fallen Service Members and First  
Responders**

The Pledge of Allegiance was recited; a moment of silence was held.

**FOURTH ORDER OF BUSINESS**

**Additions or Corrections to the Agenda**

Ms. Glassman requested the addition of a Letter from Resident Regarding Tree Trimming.  
Mr. Cline requested to add the topic of Sidewalk Cleaning and Payments.

**FIFTH ORDER OF BUSINESS**

**Audience Comments on Agenda Items  
(Comments will be limited to three minutes)**

- Patricia Mairorano (Tullamore) - Requests permission to add trees in the pond area.

- Fran Jargoudg (Lettingwell) – Reported taking a fall on the sidewalk that was damaged due to tree roots.
  - This item will be added to the next agenda for consideration

On MOTION by Mr. Bovis seconded by Ms. Glassman with all in favor to allow Mr. Aleo to participate in the meeting and vote via phone. 4-0.

- Toykia Spellman (Wrencrest) – Regarding a violation appeal

**SIXTH ORDER OF BUSINESS**

**Consent Agenda**

- i. **Deed Restrictions**
- ii. **DRVC**

On MOTION by Ms. Glassman seconded by Ms. Sanchez with all in favor the items on the Consent Agenda were approved ad presented. 4-0.

**SEVENTH ORDER OF BUSINESS**

**Non-Staff Reports**

**A. Sheriff’s Department**

Deputy Troy provided an update on issues within the community.

- The County will not put the signs at the crosswalks in Wrencrest by John Long Middle School. Information was provided where the signs could be placed.

**B. Resident’s Council**

Cindi Lu Gann with Resident Marketing provided information about Meadow Pointe News, a resident magazine. She requested the opportunity to produce the Community’s Newsletter at no cost allowing for 2 articles from each Meadow Pointe Community (1, 2, 3, and 4).

- Discussion followed on the current newsletter plus the addition of the magazine.

Ms. Cline reported:

- Thank you to the Easter Egg Hunt volunteers, there were at least 150 kids participating. Between face painting and the bake sale approximately \$200 was raised for future community events.
- May 16, 2015 is the Spring Fling – we can use all the help we can get, volunteers are needed.

- o Residents interested in Shuffle Board are welcome to participate on the committee.

**EIGHTH ORDER OF BUSINESS**

**District Engineer Reserve Study**

Mr. Foran presented and reviewed information compiled on the updated Reserve Study requested by the Board. The Reserve Study is a tool to help the Community plan and budget projects for the future replacement. A copy of this report is included and made part of these minutes.

Questions and answers followed. The condition of the sidewalks and removal of problem trees was not considered in this study. The cost of tree removal and required replacement costs were discussed. Information needs to be compiled on the number of trees by community. Discussion followed on no plantings in the lawn area. Ms. Glassman will work up information for consideration in a Resolution regarding tree plantings in the lawn area.

**NINTH ORDER OF BUSINESS**

**Reports**

**A. Deed Restrictions Appeal Cases**

Ms. McCrary presented information on appeals cases:

- #2014-328 at 29959 Morningmist Dr. – Violation corrected; Cost of case: \$112.18

On MOTION by Ms. Glassman seconded by Ms. Sanchez with all in favor to recover the costs incurred for postage, supplies and time in the amount of \$112.18. 5-0.

- #2014-220 – 30946 Burleigh Dr. (lawn) Violation not corrected.
  - o Cost of case: \$147.86 – Fine will stand until violation is corrected. The Board provided an additional 30 days to complete the work needed.
- #2013-115 – 30946 Burleigh Dr. (mailbox) Violation not corrected.
  - o Cost of case: \$208.42 - Fine will stand until violation is corrected. The Board provided an additional 30 days to complete the work needed.

**B. Architectural Review**

Ms. McCrary reviewed a reply from Ms. Fernandez, District Counsel regarding CDD responsibility regarding driveway pavers. A resident submitted an application to the ARC for approval. The CDD does not have architectural control over the driveway, but the County does and a permit is required. The apron and sidewalk belong to the CDD and this area cannot be completed in pavers.

April 1, 2015

Meadow Pointe II CDD

Ms. Fernandez provided information on a Small Claims case at 30807 Tremont Dr., and she is recommending it not be pursued. The property owner is deceased and an estate was opened and closed with no apparent heirs claiming the property. A foreclosure is pending and the odds are not in favor of a positive result from the claim.

The following cases resulted in a response and correction therefore Small Claims is not being pursued at this time: #2014-272; 2014-319. There are 8 remaining cases ready for court, and the check request is being prepared.

Ms. Diaz prepared and included a description of the ARC/DRC Coordinator Role in the agenda package which will be discussed in the future. Please review and provide her with your comments.

Ms. Glassman requested she is copied on correspondence from the attorney regarding ARC issues.

Mr. Cline thanked the people for all the work they have done on behalf of the ARC.

**C. Operations Manager**

**i. Hours for ARC/DRC**

Ms. Diaz requested when reviewing applications for the ARC/DRC Coordinator Role, the Board consider increasing the number of hours allocated to the position. It was increased to 30 hours which it is not enough time to get the required work done. Therefore up to 50 hours is recommended which would encompass reallocating time from another position to perform work in assisting this position. Discussion followed.

On MOTION by Mr. Bovis seconded by Mr. Aleo to increase the hours allocated for the ARC/DRC to a maximum of 50 hours with a base of 30 hours per week.

On VOICE VOTE Mr. Bovis, Mr. Aleo, Mr. Cline and Ms. Sanchez voted AYE and Ms. Glassman voted NAY to increase the hours allocated for the ARC/DRC to a maximum of 50 hours with a base of 30 hours per week. 4-1 the motion passes.

A time study is to be conducted over the next few weeks regarding the time allotted to ARC/DRC duties. Funding for deed restriction responsibilities needs to be reviewed during the proposed FY 2016 budget process.

- DPI will be begin pool deck sealcoating work on April 7, 2015.
- An older treadmill needs to be replaced in the fitness center.
  - Purchase of a new machine will cost \$3,053.99 from FitRev.
  - A reconditioned treadmill from Phenomenal Exercise Equipment will cost \$2,150.00.
  - This item will be on the next agenda for consideration.
- A report was provided on the sidewalk repairs completed to-date.
- The basketball court project will begin next week and residents will be notified.
- The proposal to trim the trees from LMP were reviewed.
  - Before moving forward, options to remove the trees needs to be reviewed.
- The proposal from LMP for Bahia turf test treatment was reviewed.

**TENTH ORDER OF BUSINESS**

**Board Discussion (Discussion Only)**

Ms. Glassman reviewed a letter from a resident regarding a CDD tree that was trimmed but the limb was not completely cut flush with the trunk. It protrudes about 3 feet from the trunk.

**A. Status on purchase of a new truck**

Ms. Diaz reviewed two proposals from Parks Ford of Wesley Chapel for a Ford F-150 XL; one for model year 2014 and one for a 2015 model year. Discussion followed and it was determined the Board will consider the purchase of a new truck and will place this item on the next agenda.

**B. Morningside and Deer Run sidewalks pressure washing (Andy Cohen remarks)**

Mr. Cline reported residents inquired if the sidewalks in Morningside and Deer Run will be pressure washed. Mr. Cohen was consulted and he stated since you are doing County roads it makes sense to go ahead and do the sidewalks and the gutters, but not the aprons. The cost to do this would be an additional \$7,500 taken from General Funds.

Discussion followed on taking money from the General Operating Funds to pay for pressure washing of all the sidewalks, aprons and gutters in all the communities within Meadow Point II. This item will be placed on the next agenda for consideration.

**C. Mid-Year Review of 2015 Budget**

This item was tabled to the next meeting.

**D. Scope of Work, Proposals, Contract Reviews**

Mr. Cline recommended preparing a scope of work prior to requesting any proposal from vendors. The scope will detail all the work to be completed and is to be coordinated with the Supervisor responsible for the area of work. Three proposals must be sought whenever possible to confirm the best possible pricing is obtained. All proposals for services must be approved by the Board prior to commencing work, except in emergency situations. The Operations Manager

April 1, 2015

Meadow Pointe II CDD

will coordinate with the Supervisor responsible for the specific area of work prior to approving final payment for services. All legal contracts must be reviewed by the attorney. Discussion followed on the importance of defining the scope of work and receipt of timely proposals being presented to the Board. This item will be placed on the next agenda for consideration.

**E. Supervisors' Remarks**

- Ms. Glassman – Nothing additional at this time.
- Mr. Aleo – No comment.
- Ms. Sanchez – No comment.
- Mr. Bovis – Glad to be back.
- Mr. Cline – Currently no one is designated as Maintenance Supervisor, there is someone in training, but if a need is observed within the community, it is to be reported to Ms. Diaz via email.

**ELEVENTH ORDER OF BUSINESS**

**Audience Comments (Limited to 3 Minutes)**

There being none, the next item followed.

**TWELFTH ORDER OF BUSINESS**

**Adjournment**

On MOTION by Ms. Glassman seconded by Ms. Sanchez with all in favor the meeting adjourned at 9:57 p.m.



Michael Cline  
Chairman